



22nd Annual Bark Around the Park

Millbrook Exchange Park

April 14, 2012,

(rain date April 15, 2012)

12:00pm to 4:00pm

The City of Raleigh Parks and Recreation Department will have our 22nd Annual Bark Around the Park at Millbrook Exchange Park on **April 14, 2012**. Bark Around the Park is a special event for dogs and their owners. Participants will have an opportunity to visit and talk with local pet vendors and rescues. In past years, the attendance record has been in the thousands.

Currently, we are seeking sponsors and vendors for this event. There are three sponsorship packages and three vendor packages to choose from. All sponsors and vendors will have booth space at the event to display information about their businesses or rescues. If you are not interested in becoming a sponsor or vendor, we are also looking for entertainment. Let us know if you have a dog-related performance and would like to participate, schedule permitting.

This is an excellent opportunity for you to advertise your business to thousands of pet lovers. Please take note of the contract deadlines. If you have any questions or comments, please contact one of the committee members below:

We regret to inform you that this may be our last Bark Around the Park Event. Our department may no longer be able to sponsor the event due to budget constraints. Some of our events such as the Dog Show, Doggy Olympics, and Frisbee will be excluded from this year's event due to these cutbacks. Let's go out with a bang and have our best ever Bark Around the Park!

Staci Sawyer
Anita Spencer

872-4156
831-6052

staci.sawyer@raleighnc.gov
anita.spencer@raleighnc.gov

**For additional information, please visit our Bark Around the Park Website.
Thank you for your time and we hope to see you soon.**

To locate the event webpage, please visit parks.raleighnc.gov and keyword search "Bark Around the Park"

Bark Around the Park Sponsors

All contracts due March 4, 2012

☐ **The St. Bernard \$2500**

Sponsors giving \$2500 or more will receive everything included in the Great Dane, Pyrenees and Retriever sponsorship packages in addition to:

- Promotional reusable grocery tote bags with logos for: your business, the event, and Raleigh Parks and Recreation to be handed out to attendees. Offer applies to cash sponsors only and excludes in-kind sponsors.
- Promotion as named sponsor with banner posted at the Dog Park two weeks prior to event. You must provide banner.
- Stage time to make announcements every 1/2 hour. Your group is responsible for the announcements.
- 10 complimentary t-shirts

☐ **The Great Dane \$1000**

Sponsors giving \$1000 or more will receive everything included in the Pyrenees and Retriever sponsorship packages in addition to:

- 10' x 20' space with tent for the event,
- 2 tables and 4 folding chairs
- 5 complimentary t-shirts

☐ **The Pyrenees \$300**

Sponsors giving \$300 or more will receive:

- Logo will be placed on T-shirt. Please provide logo in PDF and EPS format if possible.
- 2 complimentary t-shirts
- 10 x 10 space with tent for the event
- 1 table (3x6 banquet tables) and 2 folding chairs
- Recognition on the Bark Around the Park home page. Please provide logo in PDF and EPS format if possible.

Bark Around the Park Vendors

All contracts due March 25, 2012

This fee includes 1 table (3x6 banquet tables), 2 folding chairs.

- Only sponsors will be listed on the City of Raleigh website.
- All Vendors must be a dog related business or service (no exceptions)
- Requests for a pet related business vehicle to remain on the event field on the day of the event must be made and approved in advance.

☐ **Vending Booth for Sales: \$50.00** - Groups can sell items. (\$10 discount for Non-profit rescue - Please attach copy of 501-c3 status)

☐ **Display Booth for Non sales: \$25.00** - **Must purchase a sales booth to sell raffle tickets**

☐ **Animal Rescue Non-Sales Booth: Free for non-profit rescue groups.** ****Must be a dog rescue and show proof of non-profit status to receive the option. Please attach copy of 501-c3 status. Space is limited.**

Business Name: _____

Contact(s): _____

Address: _____

city: _____ state: _____ zip: _____

501-C3 Number (please attach to registration): _____

Phone: (o) _____ (c) _____

(other) _____

E-mail: _____

Please describe what you will be selling or distributing and any activities you will have at your booth (this includes water buckets and/or wading pools):

Please review and sign Rules and Regulations to confirm your participation.

Please complete and submit with payment.

Sponsor Package (choose one of three listed) \$ _____

Vendors Booth (Sales, Non-sales & Non-sales Rescue) \$ _____

Pre-Sales order T-Shirt (\$10.00) \$ _____

Frisbee (\$1.00) \$ _____

Donation (any amount) \$ _____

Total: \$ _____

\$10 Discount for Non-Profit Rescue Sales Booth \$ _____

Total: \$ _____

Credit Card Information—must be complete for all credit transactions

☐ Visa ☐ Mastercard ☐ American Express

Exp. Date _____ Amount \$ _____

Name _____
Print name as it appears on card

Billing Address for Card _____

Card # _____

Signature _____ Date _____

***If paying with personal check, credit card, cash, or money order, please add your personal information below:

Name: _____

Address: _____

Phone: _____

Bark Around the Park 2012

Sponsorship/Vendor Registration Form

Please review Rules and Regulations on reverse side and sign to confirm your participation.

GENERAL VENDOR RULES AND REGULATIONS

- **All tent, canopy or open air structures**, including inflatable structures must meet IFC-2006 requirements. **All components, materials or similar material must be flame retardant.**
- All electrical components must meet IFC-2006, NFPA 70 and NEC-2005 requirements for temporary electrical services. All electrical devices, components and wiring must meet NEC requirements for temporary service.
- All Electrical Devices or components must be UL approved.
- All electrical outlets must be GFCI protected.
- All **extension cords** must meet the general requirements of the City of Raleigh' -Parks and Recreation Departments Ground Fault Assurance Program.
- Extension Cords minimum requirements are; 12 Gauge, 3-wire and 15 Amp Heavy Duty.
- Extension cords may not be placed where pedestrian or mechanical traffic will traverse them.
- **All vendors must have at least one (2-A-10-B: C) fire extinguisher in good operating condition and current inspection date tag.**
- All enclosed structures must meet the number, location and width of all exit requirements of the IFC-2006. Booths exceeding 20 feet must have at least two exits. The minimum exit width is 36 inches.
- Smoking is prohibited in all tents, canopies, inflatables, or membrane structures. "No Smoking" signs shall be conspicuously posted. **(The entire Bark Around the Park event will be a Non-Smoking event and Raleigh Parks & Recreation will provide signage for the entire event.)**
- Highly combustible materials shall not stored in exit pathways
- All Permits and/or inspections shall be conspicuously posted.
- All local, state and federal codes will be adhered to at all times.
- **All Vendors are subject to an inspection by Parks & Recreation personal at any time for violations. For violations the vendor will be required to correct before their operation may re-open.**
- Portable generators will not be operated indoors. Portables generators will be equipped with GFCI protection. All portable generators will be shut down prior to refueling.
- All portable generators will be secured in a manner as to protect contact with the public.
- All injuries will be reported to the appropriate Parks & Recreation staff personnel.

Photo Release

Pictures or video clips may be taken while participating in City of Raleigh activities for publicity. If you do not concur, please contact the Parks and Recreation Department.

CITY OF RALEIGH RELEASE AND INDEMNITY AGREEMENT

Whereas, the undersigned has requested the use of services, equipment, or facilities belonging to or under the auspices of the City of Raleigh, North Carolina, and to engage in activities for the exclusive benefit of the undersigned; and Whereas, the city of Raleigh does not wish to be liable for any damages arising from personal injury or property damage sustained thereby; Now, therefore, in consideration of the mutual promises and other good and valuable consideration, the undersigned does hereby for himself, his heirs, executor, employers, successors or administrator, and personal representatives; A. Assume full responsibility for any personal injury or any damage to his/her personal property which may occur directly or indirectly in the course of participating in recreational activities. B. Fully and forever release and discharge the City of Raleigh, its agents, officials, and employees, from any and all claims, demands, damages, rights or action, or causes of action, present or future, whether the same be known, an anticipated or unanticipated, resulting from or arising out of the above described activity. C. Agree that it is the intent of the undersigned that this release and indemnity agreement shall be in full force and effect any time after the execution hereof.

I have read, understand, and agree to abide by the information contained in the Bark Around the Park Vendor & Sponsorship General Information and all information on this registration form.

Signature: _____ Date: _____

Forward this registration form with payment to:
Millbrook Exchange Community Center
1905 Spring Forest Road
Raleigh, NC 27615

For information call: Staci Sawyer @ 872-4156
Or e-mail: staci.sawyer@raleighnc.gov
MAKE CHECKS PAYABLE TO: CITY OF RALEIGH

For Office Use Only:

Date: _____

Amount: _____

Receipt Number: _____